

Approved 4/11/11

Winterville Library Board

Minutes for January 24, 2011

Present - Diana, Donna, Julie, Walker, Linda, Walker, Maxine, Bobbie, Marilyn

July 2010 and October 2010 minutes were approved.

Old Business:

- **Polar Express Recap** - Polar Express night went well and will be continued next year. We will try to locate a shorter video than *The Snowman*.

New Business:

- **Julie's report** -
 - October 759 patrons; 1,156 materials circulated
 - November 789 patrons; 1,391 materials circulated
 - December 639 patrons; 1,186 materials circulated
- **Term limits for board members/board recruitment** - Term limits for board members will remain the same. Three new board members need to be recruited for October to replace Linda, Maxine, and Marilyn. Applications are in City Hall. Be thinking of possibilities!
- **Other business and announcements** - There has been frequent parking in front of the library. A reminder of some sort is needed to encourage parking only in designated library spaces.

Directions

- To sign up for Direct Deposit, the payee is to read the back of this form and fill in the information requested in Sections 1 and 2. Then take or mail this form to the financial institution. The financial institution will verify the information in Sections 1 and 2 and will complete Section 3. The completed form will be returned to the Government agency identified below.
- A separate form must be completed for each type of payment to be sent by Direct Deposit.
- The claim number and type of payment are printed on Government checks. This information is also stated on beneficiary/annuitant award letters and other documents from the Government agency.
- Payees must keep the Government agency informed of any address changes in order to receive important information about benefits and to remain qualified for payments.

Section 1 (To be completed by Payee)

A. Name Of Payee (Last, First, Middle Initial) DAVID E LOEBE		D. Type Of Depositor Account <input checked="" type="checkbox"/> Checking <input type="checkbox"/> Savings					
Address (Street, Route, P.O. Box, APO/FPO) 2317 VALENCIA DR NE City State Zip Code ALBUQUERQUE NM 87110-4010		E. Depositor Account Number 3340 2541 5944					
Telephone Number Area Code 706-352-0807		F. Type Of Payment (check only one) <input type="checkbox"/> Social Security <input type="checkbox"/> Fed. Salary/Mil. Civilian Pay <input type="checkbox"/> Supplemental Security Income <input type="checkbox"/> Mil. Active <input type="checkbox"/> Railroad Retirement <input type="checkbox"/> Mil. Retire <input type="checkbox"/> Civil Service Retirement (OPM) <input type="checkbox"/> Mil. Survivor <input type="checkbox"/> VA Compensation or Pension <input checked="" type="checkbox"/> Other _____ (specify)					
B. Name Of Person(s) Entitled To Payment		G. This Box For Allocation Of Payment Only (if applicable) Type _____ Amount _____					
C. Claim Or Payroll ID Number Prefix Suffix 566-95-3370		Joint Account Holders' Certification (optional) I certify that I have read and understood the back of this form, including the Special Notice to Joint Account Holders.					
Payee/Joint Payee Certification I certify that I am entitled to the payment identified above and that I have read and understood the back of this form. In signing this form, I authorize my payment to be sent to the financial institution named below to be deposited to the designated account.		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;">Signature _____</td> <td style="width: 50%; padding: 5px;">Date _____</td> </tr> <tr> <td style="padding: 5px;">Signature _____</td> <td style="padding: 5px;">Date _____</td> </tr> </table>		Signature _____	Date _____	Signature _____	Date _____
Signature _____	Date _____						
Signature _____	Date _____						

Section 2 (To be completed by Payee or Financial Institution)

Government Agency Name	Government Agency Address
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Section 3 (To be completed by Financial Institution)

Name And Address Of Financial Institution Bank of America 116 E. Clayton St. Athens, GA 30601	Routing Number 06100005	Check Digit 2
Financial Institution Certification I confirm the identity of the above-named payee(s) and the account number and title. As representative of the above-named financial institution, I certify that the financial institution agrees to receive and deposit the payment identified above in accordance with applicable federal regulations.		
Print Or Type Representative's Name Tiffany Richards	Signature Of Representative 	Telephone Number 706 357 6488
Date 7/22/11		

Financial institution should refer to the Green Book for further instructions.
 The financial institution should mail the completed form to the Government agency identified above.

- ☐ Government Agency Copy
 ☐ Financial Institution Copy
 ☐ Payee(s) Copy

approved 7/11/11

Winterville Library Board

Minutes for April 11, 2011

Present - Diana, Donna, Toby, Linda, Maxine, Marilyn

- **Approval of January's meeting minutes**

January 2011 minutes were approved

- **Report on Julie**

Julie Carnes, Winterville Branch Manager, will be absent for an extended period of time. During her absence, the library will be staffed by:

- Sharla Manglass, Winterville/A-CC Substitute
- Regina Oglesby, East Athens Resource Center Branch Manager
- Toby Mayfield, Acting Winterville Branch Manager (who also works as an Assistant in the A-CC Library Circulation and Children's Departments)

These changes will be announced in the next Winterville newsletter.

- **Compliance with GA Sunshine**

We must post a notice about the board meeting (time & place), and the agenda in draft form at the library ahead of time (aim for one week in advance of the meeting).

- **Marigold Festival**

The library will be closed on Saturday, May 21 because of the Marigold Festival. A notice will be posted at the library. The library will be represented in the parade as it was last year. Plans are being made for the Front Porch Bookstore which will be open and participating in the festival.

- **Old Business**

Board recruitment: The July 2011 meeting will be the final meeting for Linda, Maxine, and Marilyn who have served six years. We have one possibility for a new board member and another was suggested at the meeting. Notices announcing the three vacancies will be posted at the library and City Hall.

Parking: Patrons have continued to park in front of the library instead of using the designated parking area across the street. Notices will be put on library book receipts and in the Winterville newsletter to encourage use of library parking spaces.

- **New Business**

Donna has prepared a quarterly report for Bobbie to take to the A-CC meeting, but does not have statistics due to Julie's situation. She also suggested that we start including the Front Porch Bookstore music programs in the quarterly reports.

*Next meeting - Monday, July 11, 2011

Welcome **ARL-WINTCIR1****Evergreen Holds Pull List : Winterville Library**

Note: Click on a column header to sort the column

Title	Author	Copy Location	Call Number ↓	Item Barcode	Copy Number	Format	Patron Barcode	Hold Placement Date	Hold Type
City of bones	Clare, Cassandra.	YA	YA CLARE	31001001126961		Book	21001000881295	2011-07-13	Title Hold
Cinderella	Jackson, Wilfred.	AV	DVD CINDEREL	31001000848979		Video Recording	21001000848542	2011-07-11	Title Hold
World without end	Follett, Ken.	ADULT	FIC FOLLETT	31001001517334		Book	21001002665852	2011-07-12	Title Hold
A day late and a dollar short	McMillan, Terry.	ADULT	FIC MCMILLAN	33207004741148		Book	21001002519703	2011-07-12	Title Hold
Early Sunday morning : the Pearl Harbor diary of Amber Billows	Denenberg, Barry.	JUV	J DENENBER	31001000569096		Book	21001001181968	2011-07-13	Title Hold
The ugly truth	Kinney, Jeff.	JUV	J KINNEY	31001002015981		Book	21001002617689	2011-07-12	Title Hold
The Moonstone Castle mystery	Keene, Carolyn.	JUV	J MYS KEENE	31001001689893		Book	21035000321563	2011-07-13	Title Hold
The absolute	Applegate, Katherine.	JUV	J PAPER APPLEGAT	33207004783777		Book	21012000048470	2011-07-13	Title Hold
Truck	Crews, Donald.	PICTURE	JE CREWS	33207001893371		Book	21001000411630	2011-07-13	Title Hold
The trip	Keats, Ezra Jack.	PICTURE	JE KEATS	33207001973405		Book	21001000764616	2011-07-12	Title Hold
Caring for our water	Greene, Carol.	JUV	JNF 363.73 GREENE	33207002543520		Book	21001002657230	2011-07-12	Title Hold
Act like a lady, think like a man : what men really think about love, relationships, intimacy, and commitment	Harvey, Steve	ADULT	NONFIC 306.7 HARVEY	31001001715417		Book	21036000507680	2011-07-10	Title Hold

approved 10/10/11

Winterville Library Advisory Board

Minutes for July 11, 2011

Present - Bobbie, Diana, Linda, Maxine, Toby, Walker, and Marilyn

April's meeting minutes were approved

Marigold Festival recap - The library participated in the parade with a Summer Reading Program banner.

Board Transition - Three new members were approved: Leita Cobb, Ann Pressey, and Wendy Simmons. They will replace Maxine Heard, Linda Reynolds, and Marilyn Shawver who have each served six years.

Toby's report -

April: 1,367 materials circulated; 644 patrons served

May: 1,205 materials circulated; 523 patrons served

June: 1,724, materials circulated; 769 patrons served

Toby announced her new position as the Branch Manager for the Winterville Library, replacing Julie who is still recuperating from an accident. A search is underway for an additional staff person to assist Toby.

Old Business - Parking in the designated area has improved, but a few patrons continue to park along the road. Adding one more handicapped space was suggested.

New Business - There was discussion about possibly revising the application for board members.

Approved 1/9/2012
(RegServ copy)

**Winterville Library Board Meeting Minutes
October 10, 2011**

Present: Donna Brumby, Leita Cobb, Diana Hartle, Walker McNiff, Ann Pressey, Bobbie White

Call to order – Diana called the meeting to order @ 7:10pm

Welcome new members – We welcomed our new members: Leita Cobb and Ann Pressey. Wendy Simmons is also new to the board but was not in attendance.

Approval of July's meeting minutes– approved on a motion by Walker and a second by Bobbie; all in favor.

Toby's report – Donna gave Toby's quarterly report for July through September. Highlights from the report:

- Winterville Library averaged ca. 1500 materials circulated/month
- Summer reading program was a success, next year Toby will need volunteers to help with the Summer Reading Program Party
- Regina Oglesby is the new assistant
- Starting October 20, Toby will have a bedtime story time every third Thursday of the month at 6:30pm.

Report from FOWL – Diana shared the Front Porch Bookstore brochures with the new members. Upcoming events include:

- October 15 – concert on the lawn with Solid Goldman
- October 22 – concert on the lawn with Eric Gregory & Keith Fowler
- October 29 – Halloween celebration with HoboHemians
- December 2 – Christmas in the Park & gift basket raffle
- December 8 – Vince Dooley book signing

Old Business

- Updating Winterville Library Advisory Board application – Diana will make a couple of changes and circulate via email for approval by the board

New Business

- Polar Express planning – tentatively planned for December 15 in conjunction with the third Thursday bedtime story time. Leita will contact Winterville Elementary to ensure there is nothing planned for this night at the school. We will check with Toby about possibly doing a different movie and book this year. Board members will provide snacks for the event.
- Electing officers for 2011/2012 term – new slate of officers for 2011/2012:
 - Chairman – Walker McNiff
 - Vice Chairman – Ann Pressey
 - Secretary – Leita Cobb
 - Athens-Clarke County Library board representative – Diana Hartle
- Bobbie White is resigning from the board. We will miss her. Thank you for your service, Bobbie!

Adjourn